

# ROUTING AND TRANSMITTAL SLIP

Date 1 MAY 1981

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/ADA	[Signature]	1 MAY 1981
2. ADA	[Signature]	5-4
3. ADA	[Signature]	1 MAY 1981
4. AC/MS		
5. Registry		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

<b>TRANSMITTAL SLIP</b>		DATE 29 April 1981
TO: DDA		
ROOM NO. 7D18	BUILDING Headquarters	
REMARKS:  <i>Tube: BX-4</i>		
FROM: Comptroller		
ROOM NO. 4E06	BUILDING Hq	

DD/A Registry  
81-0640/5

1 MAY 1981

DD/A REGISTRY  
FILE: Records

MEMORANDUM FOR: Director of Logistics

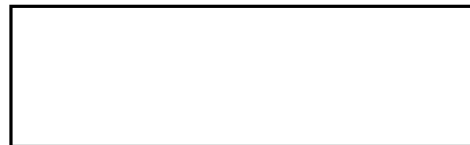
FROM: Maurice Lipton  
Comptroller

SUBJECT: Copier Management Consolidation (U)

REFERENCE: Memorandum for Multiple Addressees, from DDA,  
dated 9 April 1981, Same Subject (U)

1. We have reviewed with interest the Copier Management Consolidation Study transmitted with the Reference. We can support the budgetary aspects of your proposal by working with you in identifying current FY 1981 copier costs by component, and on the assumption that all components which now have copier equipment have budgeted for such equipment in FY 1982, we are prepared to adjust FY 1982 operating programs to provide OL with the total estimated FY 1982 funds budgeted for copiers. From our vantage point there is no reason why the proposal should not be implemented effective with FY 1982. (A/IUO)

2. You and your staff are to be commended for the study and also for being willing to take on what will be an onerous task in the interest of increased efficiency and reducing costs. (U)



Maurice Lipton

STAT

cc: DDA ✓